Activities Committee Meeting

Thursday 29th August 2024

3-5pm Online Meeting

Committee members in attendance: Devansh Jhamnani (Activities and Employability Officer), Lara Parker (Sports Officer) and Alex Keen (Education Officer).

**[Committee Name & Meeting Number]**

[Date & Time of Meeting]

Staff members in attendance: Samantha Macbeth (Student Activities Manager) and Harriet Berrington-Hughes (Senior Student Groups Co-ordinator).

**Trigger Warnings:**

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| **Item No.** | **Item Title** | **Meeting Notes** | **Actions** |
| **Start** |  |  |  |
| 1 | **Welcome & Introductions** | * **LP** chairing for the meeting. * Information on how to run the meeting as it is their first meeting. |  |
| 2 | **New Group Proposals** | **Present: LP, DJ, AK, SM, HBH.**  **Just Love Brum**   * All members read new group proposal, constitution and aims as not read before the meeting. * **HBH**: asked if anyone had any issues with the proposal. * **SM:** identified typo in aims and confusion with the name of the group. Also highlighted formatting error in 2.1.3. * All agree confusion around the name. Whether they are promoting work of Just Love Birmingham or they are a separate group. * **DJ**: suggested name changes to link to the work they plan to do. * **AK**: suggested name change to Just Love- UoB. Clears up confusion and shows they are a branch from Just Love Birmingham.   **Voting:** **LP, DJ, AK,**  Send back for further information  **Reason:** Name of society is not clear.  Result: Further information - change of name recommended. Once changed, chair can approve and doesn’t need to be included in next committee meeting.  **Present:** **LP, DJ, AK,**  **Secret picnic society: interest and appreciation**   * Everyone is happy with society proposal.   **Voting:** **LP, DJ, AK,**  agree to approve society.  Result: Society approved.  **Present:** **LP, DJ, AK, SM, HBH.**  **Algosoc - academic**   * **HBH**: checked if cross over with CSS. Response from CSS to say they are happy with it. * **LP**: asked if everyone would be happy to approve when names of committee not stated in constitution. * **SM**: Team member should have names. * **AK**: happy to approve. * All discussed whether society should be academic or interest and appreciation. * All agree academic.   **Voting:** **LP, DJ, AK,**  agree to approve.  Result: society approved.  **Present: LP, DJ, AK, SM, HBH.**  **UoB MedTEC: Interest and appreciation**   * **HBH**: shows expression of interest on Instagram and has 38 followers. * **AK**: mostly happy but highlighted that there are risks not stated including panels speakers and networking events (reputational risks). * **HBH**: states that’s fine for now but when becomes a group they will have to change it. * **HBH**: checks everyone is happy with suggested roles * **LP**: identifies some of the roles are very similar. * **AK**: uncertain whether extra roles are necessary. * All agree it should be sent back to condense roles or get them to elaborate on why they need extra roles.     **Voting:** **LP, DJ, AK,**  agree to send back for further information  **Reason:** Unclear why they have so many roles, want them to be condensed.  Result: Further information required  **Present:** **LP, DJ, AK, SM, HBH.**  **Hindu sports: recreational and competitive.**   * **AK**: uncertain whether this is an offshoot of Hindu society. * **DJ**: assumes it’s to promote Hindu games. * **LP**: identifies committee members crossing over in both societies. Suggests they should be separate or have Hindu society include more sports as they have sport committee roles. * **AK**: if sports from Hindu culture, then that’s okay, but netball, football, badminton etc could come under Hindu society. * **DJ**: agrees * All agree there needs to be more information and clear clarification why they want to be a separate group. * **AK**: thinks it is not clear with the name what the society is offering. * **SM**: suggests asking why they want to branch off and why not have more sports roles in Hindu society. * Everyone agrees.   **Voting:** **LP, DJ, AK,**  agree to go back for further information  **Reason:** Need clarification.  Result: Further information required  **Present:** **LP, DJ, AK, SM, HBH.**  **VISA Birmingham: religious and belief.**   * **SM**: stated that the concern from last year was that it was like other faith groups. * **LP**: asked if the there was any crossover with other societies. * **HBH**: Navigator society was okay with the group. However, chaplaincy was uncertain due to one of the aims. * Everyone agrees * **LP**: stated name isn’t clear enough. * **HBH**: no expression of interest was sent across.   **Voting:** **LP, DJ, AK,**  agree to reject society.  **Reason:** no expression of interest included.  Result: society not approved.  **Present: LP, DJ, AK, SM, HBH.**  **Plant society: interest and appreciation**.   * Everyone is happy with society proposal.   **Voting:** **LP, DJ, AK,**  agree to approve society.  Result: Society approved.  **Present: LP, DJ, AK, SM, HBH.**  **Investing for women: interest and appreciation.**   * **AK** and **DJ**: happy with proposal especially if Investment society are. * **HBH**: shows crossover email, Investment are happy * **LP**: noticed all the potential committee members are not listed on proposal, this will be confirmed in due course. Wants to send back to get confirmation and then get the chair to approve.   **Voting:** **LP, DJ, AK,**  agree to go back for further information  **Reason:** Committee members need to be confirmed.  Result: further information needed, once received can be approved by chair.  **Present: LP, DJ, AK, SM, HBH.**  **Vietnamese society: cultural and international.**   * **HBH**: showed Instagram which is active and has 53 followers.   **Voting:** **LP, DJ, AK,**  agree to approve society.  Result: society approved.  **Present: LP, DJ, AK, SM, HBH.**  **Prosper Birmingham: academic**   * **HBH**: showed Instagram, 37 followers. * **AK**: happy and is clear there is no cross over with Investment society. * **HBH**: flags committee member responsibilities not stated in proposal. * **LP**: plans not stated clearly, not clear what will happen in the biweekly sessions.   **Voting:** **LP, DJ, AK,**  agree to go back for further information  **Reason:** Need clarification on the roles of committee members and what biweekly activities will be.  Result: further information needed    **Present: LP, DJ, AK, SM, HBH.**  **International trade and investment society: interest and appreciation.**   * **HBH** shows constitution from Investment & Finance to show potential crossover with the new group. * **LP**: agrees that on that basis it should be rejected. * **AK**: also identifies that the names are too similar. * **LP**: should expand on first objective as well. * **HBH**: shows email from investment society stating the crossovers. * **DJ**: suggests sending back to ask how they are different. * **LP**: decides to reject as too much crossover. * **AK:** agrees.   **Voting:** **LP, DJ, AK,**  agree to reject.  **Reason:** the aims are too similar with another society.  Result: society rejected. |  |
| 3 | **Group Constitutional Changes** | **Present: LP, DJ, AK, SM, HBH.**  **Nurse soc: Addition of wellbeing officer.**   * **LP**: should have the role outlined. * Everyone agrees   **Voting:** **LP, DJ, AK,**  agree to go back for further information.  **Reason:** more information on the role needed.  Result: further information needed  **Present: LP, DJ, AK, SM, HBH.**  **Women in Law: amended to add two welfare and diversity officers and a co-chair.**   * **SM**: waiting on guidance for whether co-chairs are allowed. * **LP**: states we should park this until we get clarification. * **LP**: asked size of group. * **HBH**: shows numbers currently and last year. * **LP**: happy to approve increasing numbers of welfare and diversity officers due to large numbers last year.   **Voting:** **LP**, **DJ**, **AK**,  approve constitutional change for more welfare and diversity offices. But defer change for co-chair.  **Reason:** waiting to see if policy changes about co-chairs.  Result: part constitutional change approved.  **Present: LP, DJ, AK, SM, HBH.**  **Ghanian society: Adding social media officer.**   * **LP**: how many social media officers do they want to add? * **AK**: once we know the number we can get the chair to approve.   **Voting:** **LP**, **DJ**, **AK**,  agree to go back for further information  **Reason:** Need to confirm how many roles added.  Result: further information needed; chair can approve.  **Present: LP, DJ, AK, SM, HBH.**  **Guilbert and Sullivan Society: Change responsibility of chair.**   * Everyone confused with wording and some parts added to constitution. * **HBH**: explains performance group constitutions tend to be like that * **LP**: identifies that some roles are similar, they should clarify the roles. But decides happy to approve as has no issues with new information in the constitution. * **HBH**: identifies that the chair role has not been changed from previous constitution.     **Voting:** **LP**, **DJ**, **AK**,  approved constitutional changes.  Result: changes approved.  **Present: LP, DJ, AK,**  **Acapella: changes to vice president, social secretary and press and publicity roles.**   * **HBH**: constitution doesn’t seem to have changed from previous one from 2019. * **SM**: should send back and see if they sent the wrong one across.   **Voting:** **LP**, **DJ**, **AK**,  agree to go back for further information  **Reason:** no changes identified.  Result: further information needed get in contact with coordinator.  **Present: LP, DJ, AK, SM, HBH.**  **Brumsurf: membership reduced from £40 to £35.**   * **LP**: happy to approve, everyone agrees.   **Voting:** **LP**, **DJ**, **AK**,  agree to approve constitutional changes.  Result: approved changes.  **Present: LP, DJ, AK, SM, HBH.**  **Darts: want membership to be £15 instead of £10 and add social media and marketing secretary roles.**   * **LP**: happy to approve but uncertain whether we should question why they are increasing the fee. * **HBH**: explains its most likely due to increasing prices.   **Voting:** **LP**, **DJ**, **AK**,  agree to approve constitutional changes.  Result: approved.  **Present: LP, DJ, AK, SM, HBH.**  **Turkish: want to add postgraduate officer.**     * Everyone happy with adding this role.   **Voting:** **LP**, **DJ**, **AK**,  agree to approve constitutional changes.  Result: approved.  **Present: LP, DJ, AK, SM, HBH.**  **EU affairs: want to add a chair but already have a chair.**   * **HBH**: society has not made it clear that this is a chair for debate. * **LP**: they should change the name so it’s clearer what the role is.   **Voting:** **LP**, **DJ**, **AK**,  agree to go back for further information.  **Reason:** name needs to be changed.  Result: further information needed.  **Present: LP, DJ, AK, SM, HBH.**  **Russian speaking: want to add model SCO delegate and social media officer.**   * **LP:** wanted clarification on model SCO delegate. * **HBH** and **AK:** explained it’s a political role play with diplomates and politicians.   **Voting:** **LP**, **DJ**, **AK**,  agree to approve constitutional changes.  Result: approved  **Present: LP, DJ, AK, SM, HBH.**  **African Caribbean society: more positions added and change in membership fee.**   * **SM**: society may have mistaken affiliation and sponsorship to be the same. Not clear who society is affiliating with. * **HBH**: need to go back to 3.1.1 and state who they are affiliating with. * **LP**: happy to approve extra roles.   **Voting:** **LP**, **DJ**, **AK**,  agree to approve part.  **Reason:** part 3.1.1 needs clarification so further information needed  Result: increase in position approved but further information needed regarding 3.1.1  **Present: LP, DJ, AK, SM, HBH.**  **Saudi: want to have new events, social media managers and increase in membership fee from £3 to £5.**   * All happy with responsibilities written for roles.   **Voting:** **LP**, **DJ**, **AK**,  approved constitutional changes.  Result: approved.  **Present: LP, DJ, AK, SM, HBH.**  **Railsoc- want new objective and change membership fee from £10 to £5.**   * **AK**: uncertain how they will afford to give out a free branded vest when lowering prices. * **HBH**: questions whether offer is reasonable. * **AK**: agrees. * **LP**: wants clarification. * **SM**: could potentially afford it this year but if in constitution will have to do it later years and finances might change. * All agree to look at 2.1.2 for further information, will be happy if they can pay.   **Voting:** **LP**, **DJ**, **AK**,  agree to go back for further information  **Reason:** need further information on 2.1.2.  Result: further information needed.  **Present: LP, DJ, AK, SM, HBH.**  **Small business owners: add vice and coordinating assistant.**   * **HBH**: stated they have highlighted everything. * **SM**: this is because it’s a new group. * All happy to approve.   **Voting:** **LP**, **DJ**, **AK**,  approved constitutional changes.  Result: approved.    **Present: LP, DJ, AK, SM, HBH.**  **Accounting and finance: want to add head of mentorship.**  **Voting:** **LP**, **DJ**, **AK**  all approve constitutional changes of 10.1.4.  Result: approved.  **Present: LP, DJ, AK, SM, HBH.**  **HR society: want to add roles including vice, events, marketing, careers and EDI officers.**   * **LP**: wanted clarification on the size of the society. * **HBH**: only small as new but only had 3 roles filled originally. * **AK**: happy with descriptions of the roles. * **SM**: identified they have changed the template of the constitution. * **HBH**: need to check format but when done happy to approve?   **Voting:** **LP**, **DJ**, **AK** need to check formatting.  Result: Once checked will be approved.  Meeting stopped as ran out of time: will continue 03/09/2024 online 4-5pm.  **Meeting continued.**  **Committee Members Present: Devansh Jhamnani, Alex Keen,, Lara Parker,**  **Supporting Staff Members Present: Gemma Dunkley and Harriet Berrington-Hughes.**  **Present: DJ, AK, LP, GD, HBH.**  **Hong Kong: Four role changes: public affairs, social service officer, media officer, external vice president.**   * **LP:** wantedclarification that the external vice role is not an external member * **HBH:** yes. Confirmed they are also all new roles. * **LP:** happy to approve. * Everyone agrees.   **Voting: DJ, AK, LP,**agree to approve.  Result:constitutionalchanges approved.  **Present: DJ, AK, LP, GD, HBH**  **Quiz soc: tournament secretary as a new role.**   * **LP:** happy to approve, everyone agrees.   **Voting:** DJ, AK, LP, HBH agree to approve constitutional changes  Result: changes approved.  **Present: DJ, AK, LP, GD, HBH**  **Public speaking: want to add titles that are interchangeable.**   * **HBH:** states that they have changed the template. * **AK:** think it seems okay initially. * **LP:** most groups use chair and president interchangeably anyway. * **GD:** Notices that they also want to use secretary and vice chair interchangeably when they have different meanings. * **HBH:** also notices they have two vice chairs which makes it confusing. * Everyone agrees further info needed.   **Voting: DJ, AK, LP, agree to go back for further information.**  **Reason:** interchangeable names are confusing.  Result: further information needed.  **Present: DJ, AK, LP, GD, HBH.**  **Jain soc: have two events representative and outreach officers.**   * **LP:** happy to approve * Everyone agrees   **Voting: DJ, AK, LP,** agree to approve.  Result: constitutional changes approved.  **Present: DJ, AK, LP, GD, HBH.**  **Sudanese: all new additional roles.**   * **LP:** asks if this is a new society. * **HBH:** confirms it was taken off the save a society list. * **LP:** happy to approve. * **AK:** all sensible roles. * All happy to approve.   **Voting: DJ, AK, LP,** agree to approve.  Result: constitutional changes approved.  **Present: DJ, AK, LP, GD, HBH.**  **Tamil: want to add two new roles.**   * **HBH:** have asked their coordinator about what subcommittee is, she is not sure. * **LP:** will not approve if we are uncertain what the role is. * Everyone agrees. * **AK:** happy to approve career representative but not subcommittee role.   **Voting: DJ, AK, LP,** agree to part approval.  **Reason:** want clarification on the subcommittee role.  Result: career representative role approved; further information needed regarding subcommittee role .  **Present: DJ, AK, LP, GD, HBH.**  **Enactus: new roles added.**   * **AK:** happy to approve. * **LP:** agrees. * **HBH:** noticed they have also added a vice chair role which is not in the template. * **GD:** states this has to go into the additional role section as it is not a core role. * **LP:** happy to approve as long as they make this change. * All agree. * **LP:** chair can approve this once changed.   **Voting: DJ, AK, LP,** agree to go back for further information.  **Reason:** need to move vice chair role information into another section.  Result: further information needed and once changed chair can approve.  **Present: DJ, AK, LP, GD, HBH.**  **Script murder society: reduce membership fee from £10 to £5.**   * **LP:** questions if they have any costs we should be aware of. * **HBH:** new group last year and they weren’t active, contacted when put on save a society. Not a high expenditure group. * **LP:** happy to approve. * Everyone agrees.   **Voting: DJ, AK, LP,** agree to approve.  Result: constitutional changes approved. | **Action for performance coordinator to investigate and bring back with information required.** |
| 4 | **AOB** | * **HBH:** grant application closes Monday 9th September, need to get booked in for grant meeting. * All discuss availability. * Friday 13th after 2pm potentially. * **HBH:** could we establish a regular time for meetings too? * Will look at calendar to set this up. * **GD:** introduces herself and wants to promote training for committee members on a range of topics. * **HBH:** will be in contact tomorrow about setting up meetings.   Meeting concluded |  |
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**Date & Time of next meeting: TBC**